

FREQUENTLY ASKED QUESTIONS FOR AIR ANNUAL INVOICES

1. We have a new Invoice

- Please see the reverse side of the invoice for further details about making payment including our mailing address and online payment options.
- The bottom of the invoice is a tear-off coupon which should be submitted with your payment if you are paying by check or money order.
- You may submit one check with multiple invoices. Please be sure to include the coupons for all invoices you wish to pay. We also recommend you note which invoices you are paying on the check.

2. What is the Air Annual Maintenance Fee?

- This fee is assessed for all active air permits annually and is based on the fee schedule found in the Environmental Regulatory Code Title 33 Part III Chapter 2 Section 223 which is available on our website. [LDEQ Rules and Regulations](#)
- These fees are not based on emissions but on the approved permit and/or potential to emit.

3. For what time period does this invoice cover?

- This invoice is for the Fiscal Year which is from July 1 – June 30.

4. This facility was closed/shut down or was never constructed and we no longer wish to maintain the permit.

- Please note if the facility operated AT ANYTIME during the 2013 fiscal year (On or after 7/1/2012) the invoice is still owed as per LAC 33:III.211.B.9
- [The Miscellaneous Permitting Action form](#) should be filled out and filed with the department to terminate the permit. This form can be found on our website.

5. We no longer own or operate this facility.

- The [Notice of Change forms \(NOC\)](#) should be filed which can be found on our website
- A letter or note on the invoice is not sufficient notification of a change of owner, operator or name.

6. The mailing address is incorrect.

- Please indicate the correct address on the back of the remittance ticket coupon on the bottom of your invoice and submit it with your payment. Or you may contact us directly as indicated below.
- **Please Note:** If you are paying your invoice electronically, or if your billing address changes during the year, please inform the Financial Services Division at the contact listed below.

7. There appears to be incorrect fee information, such as incorrect fee codes and/or multipliers.

- Please indicate the correct address on the back of the remittance coupon on the located at the bottom of your invoice and submit it with your payment. Or you may contact us directly as indicated below.
- **Please Note:** If you are paying your invoice electronically, or if your billing address changes during the year, please inform the Financial Services Division at the contact listed below.

8. For any other questions please contact your DEQ Financial Services representative

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